

**BOARD of FINANCE
REGULAR MEETING
7:30 pm
TOWN HALL**

THURSDAY - MARCH 23, 2006 – Room 213

- 1) **DARIEN HOUSING AUTHORITY – ALLEN-O’NEILL PROPOSAL** – To review and act upon a request of the Board of Selectman and the Housing Authority for an appropriation of \$ 50,000 to be made from the Contingency Fund to the Capital Fund for the purpose of funding the pre-development phase of a plan to re-develop the Allen-O’Neill property with affordable housing.. The money, if appropriated, is for use in FY 05-06 with the balance of a total of \$ 200,000 to be appropriated in the budget for FY 06-07.

If the Board of Finance appropriates \$ 50,000 or more out of the FY 05-07 budget, it will then be referred to the RTM for their approval.

- 2) **Police Department** –To review and take action on the following:

The increases in the price of heating oil have left the Heating Fuel account depleted. Based on historical usage, we should expect at least one more delivery of fuel oil prior to the end of the fiscal year. Current usage is on track with last year and it appears we will receive a delivery of approximately 650 gallons prior to the end of the fiscal year, most likely around April.

The amount requested will bring the account out of deficit and allow for the one additional delivery, based on the current price/gallon of \$2.03.

The Patrol-Full Time account is showing a balance in excess of anticipated usage due to staffing shortages.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10302233 81001	Patrol Wages-FT	2,482	10302323 83005	Sta. Oper. & Maint.-	2,482
				Heating Fuel	
	TOTAL	2,482		TOTAL	2,482

3). Police Department – To review and take action on the following:

The Police Department, as part of its FY 06/07 budget submission, did request \$7,450 to implement a motorcycle patrol program primarily geared toward traffic enforcement. The requested funds would allow for the acquisition of a motorcycle on a monthly lease of approximately \$200/mo. and the outfitting of the motorcycle (\$3,550) and a rider (\$1,500).

Should these funds be approved and available at the start of the new fiscal year, lead time in acquiring and outfitting the motorcycle and rider would probably not be accomplished until early September 2006.

Staffing vacancies in the Police Department have caused a surplus in the Patrol-Full Time Wages account. This surplus is typically used to offset shortages in the overtime accounts exacerbated by the staffing vacancies. There is no reason to expect funds will be insufficient to meet demand and still provide a favorable balance.

Therefore, the Police Department is requesting a transfer of funds to allow implementation of the motorcycle patrol program prior to the start of FY 06/07. The requested transfer of \$5,650 will allow for 3 months of lease payments at \$200/mo. (April, May, June), and acquisition and installation of equipment for the motorcycle (\$3,550) and the outfitting of a rider already trained (\$1,500).

This request, if approved, would also cause a reduction of funds requested for this line in FY 06/07 from \$7,450 to \$2,400 as one-time costs associated with program implementation would be assumed this fiscal year, leaving only the monthly lease payments of \$200/mo.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10302233 81001	Patrol Wages-FT	5,650	TBD	Motorcycle-Lease & Equip.	5,650
TOTAL		5,650	TOTAL		5,650

4) Planning and Zoning Department – To review and take action on the following:

Transfer from Contingency to P&Z Clerical Services; Motor Fuel & Lubricants; ZBA Advertising. P&Z Clerical Services needs additional funds to cover the cost of audio taping public hearings and general meetings of the Planning and Zoning Commission. *This overage is entirely contributable to the numerous public hearings held on the Stefanoni matter in November and December 2005 and January 2006 (an unforeseen circumstance).*

Motor Fuel costs have increased as the price of gasoline that we are being charged has increased by 35% since the start of the fiscal year (\$1.50 to \$2.03).

ZBA Advertising needs additional funds to cover the cost of having the local newspaper print the legal notices of ZBA meetings and their associated decisions. This is a requirement of the State Statutes. The increase in the number of applications submitted has resulted in

longer legal notices and more of them, as extra meetings need to be scheduled by the ZBA to accommodate the demand. **It appears that 2006 will be one of the busiest years in the 60+ years of the ZBA.**

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10704000-86600	Contingency	\$1,500	1022011 -82004	P&Z Clerical	\$450
				Motor Fuel &	
			10201011-83004	Lubricants	\$575
			10203011-82009	ZBA Advertising	\$475
	TOTAL	\$1,500		TOTAL	\$1,500

5) Building Department – To review and take action on the following:

Our accounts will be short this year for a number of reasons.

1. We never established a travel account for mileage for our part-time building official and we have been trying to cover this expense from other accounts. We now find ourselves short of funds for our other expenses. The quarterly cost of this expense is approximately \$400 or \$1,600 for the year.
2. The company we used for transferring plans to microfiche has gone out of business. Apparently we were getting a below market rate for this service, and the cost will go up significantly to transfer our finished plans to microfiche. This extra expense should be approximately \$1,000.
3. We needed to order all new rubber stamps for our plan reviews because the building codes have changed. This was an unanticipated expense, and should be approximately \$300.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10704000-86600	Contingency	2,900	10301011-82001	Travel	1,600
			10301011-82011	Microfilming	1,000
			10301011-83001	Office Supplies	300
	TOTAL	2,900		TOTAL	2,900

6) Darien Fire Department – To review and take action on the following:

Additional repairs required for Tower Ladder 43 found during preventative maintenance. Repairs include parts and labor for springs, shocks, and the leveling system controller. These repairs are necessary to put the apparatus back in service.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10704000-86600	Contingency	7,044	10303415-82040	Motorized Equip Repair/Maint.	7,044
TOTAL		7,044	TOTAL		7,044

7) Legal Services – To review and take action on the following:

Since July 2005 there have been 2 Arbitrations (Police & Public Works), Prohibited Practice Complaints (5 from Public Works), General Consulting for Police, Public Works & Town Hall Issues which have exhausted the labor counsel budget. In addition, the town has union negotiations with the Police & Public Works unions commencing March 1, 2006 which will also incur additional expense.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10704000-86600	Contingency	30,000	10105091-82045	Labor Counsel - Professional Services	30,000
TOTAL		30,000	TOTAL		30,000

8) FINANCIAL REPORTS - Review reports for February.

9) APPROVAL of MINUTES –

February 14, 2006

March 2, 2006

March 9, 2006

10) ELEVATOR REPAIRS – Review and discuss the status of an emergency procurement to repair the Town Hall Elevator.

11) MONUMENTS & CEREMONIES COMMISSION – GIFT TO THE TOWN –
To discuss the gift to the town of approximately \$ 16,000 (in kind) for a memorial area in the front of Town Hall by the flag poles.

12) OTHER BUSINESS - Requires a two-thirds vote.